

University of Florida
Policy on Posthumous Recognition of UF Students
In Memoriam Degree
Posthumous Degree
June 18, 2013

The University of Florida seeks to provide to the families of deceased students a meaningful symbol that reflects the achievements and legacy of the student and, at the same time, upholds academic and institutional integrity. To meet that need, colleges may award a *Posthumous Degree* or an *In Memoriam Degree*.

Conferring Posthumous Degrees

A *Posthumous Degree* recognizes academic work completed by a student who has made progress toward completion of a degree. The *Posthumous Degree* is a regular UF degree and is reported to the Board of Governors, but awarded posthumously.

Undergraduate Degree:

- Departments should notify their college dean of a proposed degree to be awarded posthumously.
- The dean's office should consult with the student's degree program to review the student's academic record. If the student has completed at least 80% of the requirements for the degree program and the majority of the degree program faculty supports the awarding of the degree, the Dean's Office should request the approval of the degree by submitting a request to the Provost.
- The dean's letter should include the degree and the term for which the students should be awarded the degree posthumously.
- If the Provost approves the request, the college dean will be notified in writing, with a copy sent to the Office of the University Registrar.

Professional Degree:

- These include Dentistry, Law, Medicine, Nursing, Pharmacy, Physical Therapy and Veterinary Medicine.
- A college desiring to award a degree posthumously should address a letter from the dean to the provost requesting permission to grant a posthumous degree.
- The dean's letter should include the degree and the term for which the student should be awarded the degree. It also should indicate the student's proximity to the completion of the degree.
- If the provost approves the request, the college dean will be notified in writing, with a copy to the Office of the University Registrar.

Graduate Degree:

- A department desiring to award a degree posthumously should address a letter, approved by the college dean, to the dean of the Graduate School, requesting permission to grant the posthumous degree.

- If the Graduate School dean approves, s/he should submit a written request for approval of the degree to the provost.
- The Graduate School dean's letter should include the degree and the term for which the student should be awarded the degree posthumously. It also should indicate the student's proximity to completion of the degree.

Conferring In Memoriam Degrees

An *In Memoriam Degree* allows for recognition of a student's connection to the University of Florida regardless of their progress toward completion of degree requirements. The *In Memoriam Degree* is not reported to the Board of Governors. The resulting document is similar to a degree, is signed by the Provost and the Dean of the deceased student's college, and issued by the Office of the University Registrar. Undergraduate, graduate, and professional students who were registered in a degree program at the time of their death are eligible for an *In Memoriam Degree*, without regard to the likelihood of completing the requirements for the degree program. The University may choose to make this award to other individuals (such as previously enrolled students) in special circumstances.

- The Dean's Office of the student's college consults with the student's degree program and the Dean of Students Office to review the student's academic record.
- The Dean's Offices forwards the request for an *In Memoriam Degree* to the Provost for approval.
- If the Provost approves the request, the college dean will be notified in writing, with a copy sent to the Office of the University Registrar.
- The Dean's Office requests that the Office of University Registrar prepare an *In Memoriam Degree* for the student's family.

Additional Recognition

To further acknowledge a student's contribution, the student's department or college may choose to create a separate document such as a letter or card that may include comments regarding:

- The nature and significance of the student's scholarly endeavors, participation in student leadership and other extra and co-curricular activities;
- The esteem in which the individual was held by faculty members, fellow students, and/or other campus groups and organizations, and;
- Other personal qualities that might be considered suitable for inclusion.

This latter document is optional and separate from either the *Posthumous Degree* or the *In Memoriam* degree. It should originate in the deceased student's department, and can be given to the family along with the *Posthumous Degree* or the *In Memoriam Degree*. If the college would like for the President to issue the letter to the family, the dean's office should contact the President's Office at 392-1311 to make the request and provide information.